

2162 BEHAVIOR MANAGEMENT FOR COMMITTED AND DETAINED YOUTH

Chapter: **Sununu Youth Services Center**

Section: **Clinical and Classification**



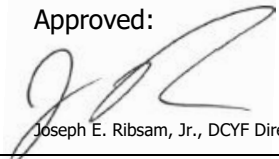
New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive: **18-36**

Approved:

Effective Date: **December 2018**

Scheduled Review Date:


Joseph E. Ribsam, Jr., DCYF Director

Related Statute(s): **[RSA 621](#) and [RSA 621-A](#)**

Related Admin Rule(s):

Related Federal Regulation(s):

Related Form(s): **[FORM 2130](#), and [FORM 2132](#)**

Bridges' Screen(s) and Attachment(s):

It is the intent of the Division to improve the behavior of those youth committed or detained, so that upon release, these youth may achieve a positive reintegration into their home communities or other community-based program. SYSC incorporates a behavioral management program called the Triangle Program which uses strength-based incentives and measurable goals/objectives for the youth's Educational, Clinical, and Residential domains. The SYSC Behavior Manual contains clinically effective natural and logical privileges and consequences for minor, moderate, and major behaviors.

Purpose

The purpose of this policy is to establish the SYSC's behavior management program for committed and detained youth.

Definitions

"CC" or **"Clinical Coordinator"** means the master level clinical therapist assigned to each youth at SYSC to conduct mental health and behavioral assessment, facilitate individual and family and group therapy, diagnose mental health conditions via DSM5, create Focal Treatment planning for each youth monitor and report progress to the Treatment Team, the Court, and the Juvenile Parole Board.

"Contraband" means property determined by SYSC staff to be in violation of SYSC rules.

"DCYF" or the **"Division"** means the Department of Health and Human Services' Division for Children, Youth and Families.

"FTP" or **"Focal Treatment Plan"** means the written, time-limited, goal-oriented, therapeutic plan (Form 2130) developed by the youth, family, and the treatment team which include strategies to address assessed focal areas of behavior that brought the youth into secure placement and is consistent with rehabilitative and restorative practices.

"JPPO" or **"Juvenile Probation and Parole Officer"** means an employee of DCYF who is authorized by the Division to perform functions of the job classification Juvenile Probation and Parole Officer.

"SYSC" or the **"John H. Sununu Youth Services Center"** means the architecturally secure juvenile treatment facility administered by the Division for Children, Youth and Families for committed juveniles and detained youth, and for NH youth involved with the NH court system prior to their adjudication.

"SYSC Behavior Manual" means the guide, and the practices it outlines, established to simplify the reporting process for staff's use while granting privileges, creating rule violation categories (minor, moderate and major), connecting fair consequences to these specified categories, with the intent to result in consistency in expectations & consequence throughout the facility, while maintaining youth voice/choice in the decision making process.

"UM" or **"Unit Manager"** means an employee of DCYF who is authorized by the Division to have supervisory duties for a residential unit within the SYSC.

"YC" or **"Youth Counselor"** means an employee of DCYF who is authorized by the Division to perform functions of the job classification Youth Counselor.

Policy

I. Triangle Program:

- A. SYSC's Triangle Program is an objective, quantifiable, and easily understood program intended to build competency;
- B. Each youth is assessed for strengths and needs are identified;
- C. Each youth receives instruction and expectations of basic, respectful, and restorative behaviors; and
- D. Each youth's commitment to working on Focal Treatment Plan (FTP) goals and objectives is a critical factor in determining progress and competency in specific focal areas.

II. Each youth shall be graded in the following manner:

- A. Weekly Levels are earned based on a youth's observed behavior and participation in the three (3) areas of the Triangle Program: Education, Clinical, and Residential;
- B. Weekly Levels are not necessarily indicative of "program progress," but the level will determine what privileges a youth can access week to week;
- C. The Residential portion of the level is assessed daily by "youth grading" during first and second shift by YCs assigned to his/her living area;
 - 1. Youth may earn 0 – 30 points each week;
 - 2. The Residential grade is based on five (5) specific areas: Safety, Self-care, Relationships/Respect, Participation/Effort and Individual Goals;
 - (a) Safety:
 - (1) Physical Safety - No harm to self or others;
 - (2) Verbal Safety - No verbal aggression, and no threats to others or self;
 - (3) No contraband; and

- (4) No episodes or attempted episodes of youth being absent without official leave (AWOL) – including escape or attempted escape from the facility, facility grounds, or community trips.
- (b) Self-Care:
- (1) Personal Hygiene - Shower, brushed teeth, and change uniform daily;
 - (2) Room - Room neat and organized daily, and cleaned once a week;
 - (3) Bed Time - In room for bed at the proper time;
 - (4) Dressed Feet - Either shoes, sandals, or crocs must be on feet at all times outside of room;
 - (5) Shaving - Shaving is required, with door open; and
 - (6) Confidentiality - Not discussing charges or revealing personal information.
- (c) Relationships/Respect:
- (1) Staff - Youth is respectful to staff, and follows staff directives;
 - (2) Peers - Youth respects others' personal space, feelings, property, ideas, sexual orientation, race, and abilities; and
 - (3) Obey five (5) principles - No lying, blaming, exploiting, taking the easy way out, or showing lack of empathy.
- (d) Participation/Effort:
- (1) Chores - Complete any assigned chores weather paid or unpaid;
 - (2) Line and dining room expectations;
 - (3) No feet on furniture;
 - (4) Uniforms tucked in;
 - (5) Uniforms kept off the floor;
 - (6) Asking to cross;
 - (7) Asking to get up;
 - (8) Abiding by level rules;
 - (9) Following unit rules; and
 - (10) No reality TV, music TV, or police shows.

(e) Individual Goals:

- (1) How has the youth worked on achieving their FTP goal?
- (2) Youth initiates FTP portfolio work with their YC; and
- (3) Youth demonstrates competencies in focal areas.

D. The school grade is based on:

1. Each school day a youth may earn 0 – 30 school participation points from each teacher;
2. These points are awarded based on:
 - (a) The youth's performance (effort and participation); and
 - (b) The youth's behavior and in class peer/staff relationship.
3. Passing is 16 points or above for the weekly school grade average.

E. Clinical grades are as follows:

1. Participation and effort in individual/family therapy to include CBT-oriented projects (0-15 points); and
2. Youth may earn (0-15 points) for participation and effort in "evidence-based groups."

F. Youth may also earn (0 –5 points) each for positive engagement in program, generally from the assigned YC and Unit Manager (UM) for a total of (10 points).

G. Maximum point earning potential per area:

1. Residential - 30 points;
2. School - 30 points;
3. Clinician - 15 points;
4. Group - 15 points;
5. UM - 5 points; and
6. YC - 5 points.

III. SYSC points, levels, and corresponding privileges for youth:

A. Weekly Levels (Privilege) range from one (1) to four (4), where one (1) is the lowest and four (4) is the highest;

B. Level 1 Privileges (0-50 points):

1. Must sit in plastic chairs, may not sit on wood furniture;
2. Not allowed to watch television (unless part of a group);
3. Must use all state products – includes state shoes;
 - (a) May not use make-up;
4. May call JPPO/Lawyer and make one (1) 10 minute phone call per day to an approved contact (following policy [2115 Telephone and Mail Privileges](#)). Calls, within reason, to JPPO/Lawyer are not included as a privilege;
5. Bedtime is 8:00 pm;
6. May have in room one (1) religious book, one (1) regular book, and five (5) family photos;
7. Cannot use trust status (practice pass at discretion of Clinical Coordinator); and
8. Will be assigned a chore - unable to have a paid job.

C. Level 2 Privileges (51-75 points):

1. Must sit in plastic chairs. If during a group, may sit on wooden furniture, if any are available;
2. Allowed to watch television but cannot choose television programs;
 - (a) No video games;
3. Must use all state products – includes state shoes;
 - (a) May not use make-up;
4. May call JPPO/Lawyer and make one (1) 10 minute phone call per day to an approved contact (following policy [2115 Telephone and Mail Privileges](#)). Calls, within reason, to JPPO/Lawyer are not included as a privilege;
5. Bedtime is 8:30 pm;
6. May have in room one (1) religious book, two (2) regular books, and five (5) family photos;
7. Cannot use trust status (practice pass at discretion of Clinical Coordinator); and
8. Will be assigned a chore – unable to have a paid job.

D. Level 3 Privileges (76-90 points):

1. May sit in plastic chairs or on wood furniture;

2. Allowed to watch television and choose television programs;
 - (a) May use video games a half hour on weekdays and one (1) hour on weekends;
 3. Allowed to use personal products as follows:
 - (a) Allowed personal hygiene products and make-up; and
 - (b) Allowed personal shoes/crocs;
 4. May call JPPO/Lawyer and one (1) 15 minute phone call per day to an approved contact (following policy 2115 Telephone and Mail Privileges). Calls, within reason, to JPPO/Lawyer are not included as a privilege;
 - (a) Phone call may be split between (2) parents/family members.
 5. Bedtime is 9:00 pm;
 6. May have in room one (1) religious book, two (2) regular books, one (1) deck of cards, and five (5) family photos;
 7. May use trust status;
 8. May have a paid job – may choose a job from the list after other youth who have achieved Level 4 have chosen;
 9. May utilize multipurpose room supervised for up to one (1) hour on weekdays and two (2) hours on weekends;
 10. May utilize activity room;
 11. May attend structured or special activities; and
 12. May have a 12.5 minute shower (at staff discretion, morning showers excluded).
- E. Level 4 Privileges (91- 100 points):
1. May sit in plastic chairs or on wood furniture;
 2. Allowed to watch television and choose television programs;
 - (a) May use video games one and a half hours on weekdays and three (3) hours on weekends;
 3. Allowed to use personal products as follows:
 - (a) Allowed personal hygiene products and make-up;
 - (b) May bring hygiene bucket to room; and

- (c) Allowed personal shoes/crocs;
 - 4. May make one 20 minute call per day to an approved contact (following policy [2115 Telephone and Mail Privileges](#)). Calls, within reason, to JPPO/Lawyer are not included as a privilege;
 - (a) Phone call may be split between (2) parents/family members for 10 minutes each.
 - 5. Bedtime is 9:30 pm;
 - 6. May have in room one (1) religious book, two (2) regular books, one (1) deck of cards, one (1) puzzle, and five (5) family photos;
 - 7. May use trust status;
 - 8. May have a paid job – may choose a job from the list first;
 - 9. May use multipurpose room supervised unlimited/semi-supervised (as appropriate);
 - 10. May utilize activity room;
 - 11. May attend structured or special activities;
 - 12. May have a 15 minute shower (at staff discretion, not during morning showers;
 - 13. May have a piece of their artwork in their room; and
 - 14. May order out food once a week.
- IV. Form 2132 Youth Weekly Grading Sheet will be used to record grades from Residential, School, and Clinical, as well as the youth's weekly score earned and corresponding level.